



Last Updated: 03/09/2022

Revision of the DMAS-30 R 5/06 and DMAS-31 R 5/06 (Title XVIII) Medicare Part B Deductible and Coinsurance Original and Adjustment/Void Invoice Forms

The Department of Medical Assistance Services has revised the DMAS-30 and DMAS-31 (Title XVIII) Medicare Part B deductible and coinsurance invoice (original and adjustment/void) forms. The revised forms accommodate the Medicaid Provider Number or National Provider Identifier (NPI on 10/1/06) for both billing and rendering (servicing) providers. They also allow for capture of the National Drug Code whenever there is a Healthcare Common Procedure Coding System (HCPCS) procedure used for drugs that are provided from a physician office setting.

The implementation of the revised forms will be required for Part B paper claims **received on or after October 1, 2006**. However, do not use the revised forms before this date. Do not use any existing invoice forms that you may have remaining in your stock after this date. The only invoice form that will be accepted for claims postmarked on or after October 1, 2006, will be the DMAS-30 R 5/06 and the DMAS- 31 5/06. An example of these forms and instructions for completion are attached to this memorandum. These forms are available for downloading from the DMAS website at <http://www.dmas.virginia.gov>. Please be mindful that the forms can only be reproduced by downloading and subsequently printing them from the DMAS website. Please **do not** Xerox copy the downloaded forms as xeroxed copies will distort their formatting. Should you wish to receive the forms that are available as 'pin-feed' (as our current DMAS 30 form), please call the DMAS Order Desk at 1-804-780-0076 or fax your order to 1-804-780-0198. Note: include your name, telephone number with area code, complete street address with the city, state and zip code.

DMAS would also like to encourage the electronic submission of Medicare Part A and Part B claims to decrease the time and effort to create the paper claim, decrease human errors and to increase the timely processing of Medicare deductible and coinsurance claims. Several reminders to assist you with enhancing the processing of your electronic claims are included as Attachment A and Attachment B.



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August
30,
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DMAS has established a special email address for providers to submit questions and issues related to the Virginia Medicare crossover process. Please send any questions or problems to the following email address:
Medicare.Crossover@dmas.virginia.gov.

DMAS is in the process of updating the *Billing Instructions* chapter for each Provider Manual on the DMAS Website (to include the newly revised forms) as expeditiously as possible. Providers will be notified when the updates have been completed. In the interim, please utilize the attached forms.

ELIGIBILITY AND CLAIMS STATUS INFORMATION

DMAS offers a web-based Internet option (ARS) to access information regarding Medicaid or FAMIS eligibility, claims status, check status, service limits, prior authorization, and pharmacy prescriber identification. The website address to use to enroll for access to this system is <http://virginia.fhsc.com>. The MediCall voice response system will provide the same information and can be accessed by calling 1- 800-884-9730 or 1-800-772-9996. Both options are available at no cost to the provider.

COPIES OF MANUALS

DMAS publishes electronic and printable copies of its Provider Manuals and



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Medicaid Memoranda on the DMAS website at www.dmas.virginia.gov. Refer to the “DMAS Content Menu” column on the left-hand side of the DMAS web page for the “Provider Services” link, which takes you to the “Manuals, Memos and Communications” link. This link opens up a page that contains all of the various communications to providers, including Provider Manuals and Medicaid Memoranda. The Internet is the most efficient means to receive and review current provider information. If you do not have access to the Internet or would like a paper copy of a manual, you can order it by contacting Commonwealth-Martin at 1-804-780-0076. A fee will be charged for the printing and mailing of the manuals and manual updates that are requested.

“HELPLINE”

The “HELPLINE” is available to answer questions Monday through Friday from 8:30 a.m. to 4:30 p.m., except on state holidays. The “HELPLINE” numbers are:

1-804-786-6273 Richmond area and out-of-state long distance

1-800-552-8627 All other areas (in-state, toll-free long distance)

Please remember that the “HELPLINE” is for provider use only. Please have your Medicaid Provider Identification Number available when you call.

PROVIDER E-NEWSLETTER SIGN-UP

DMAS is pleased to inform providers about the creation of a new Provider E-Newsletter. The intent of this electronic newsletter is to inform, communicate, and share important program information with providers. Covered topics will include changes in claims processing, common problems with billing, new programs or changes in existing programs, and other information that may directly affect providers. If you would like to receive the electronic newsletter, please sign up at www.dmas.virginia.gov/pr-provider_newletter.asp.

Please note that the Provider E-Newsletter is not intended to take the place of



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Medicaid Memos, Medicaid Provider Manuals, or any other official correspondence from DMAS.